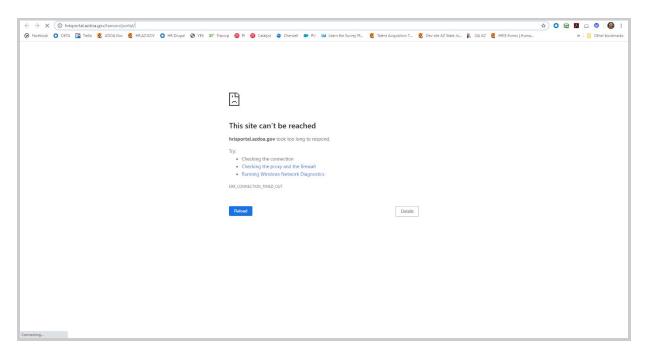


Test Your VPN / Remote Access Software!

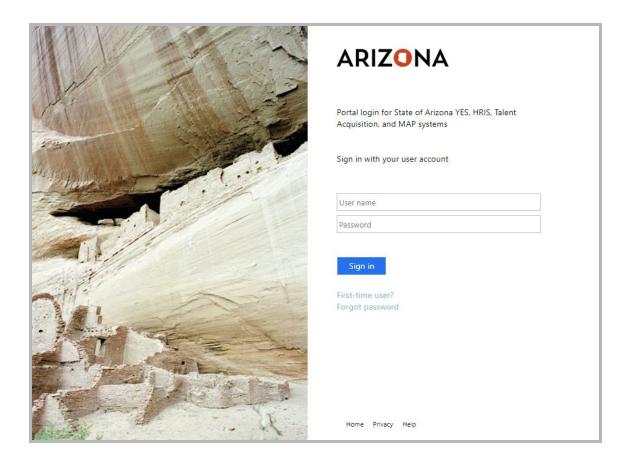
To ensure that you will be able to access the HR Systems after Go Live while working from home or other location (not on the state network) test your current VPN or Remote Access software from home.

Instructions:

- From your home or other remote location, go to: https://hrisportal.azdoa.gov/lawson/portal/
- 2. **Confirm the screen you see.** Note: The test does not require that you sign in to the portal page. We are just testing to make sure you can see the portal page.
 - a. Screen A If you get to this screen, your VPN or Remote Access software is <u>not</u> working. Please consult your IT dept.



b. **Screen B -** If you get to this screen, your VPN or Remote Access **is working** and you will have no issues accessing from home at Go Live. No action needed.





How to contact us.